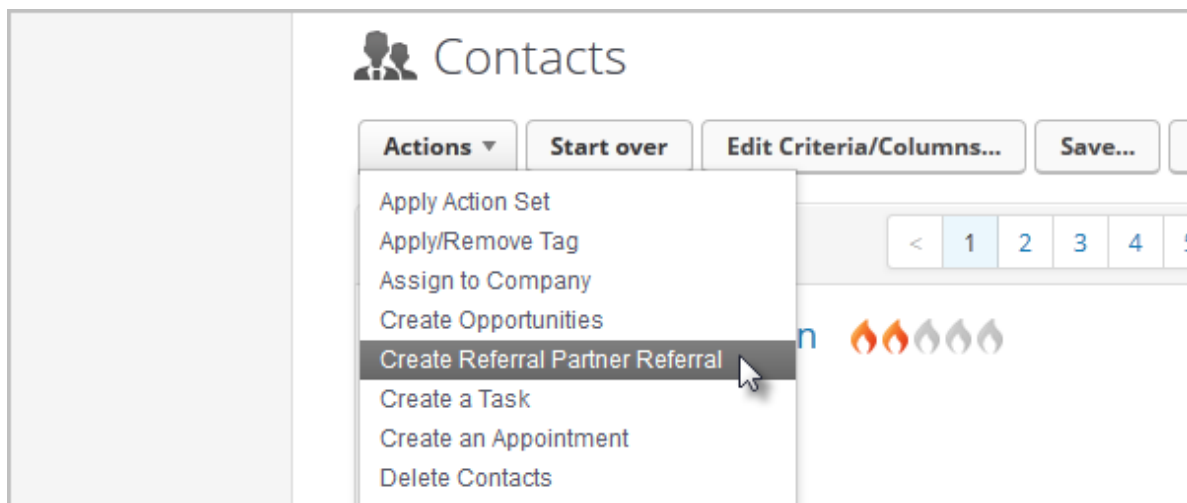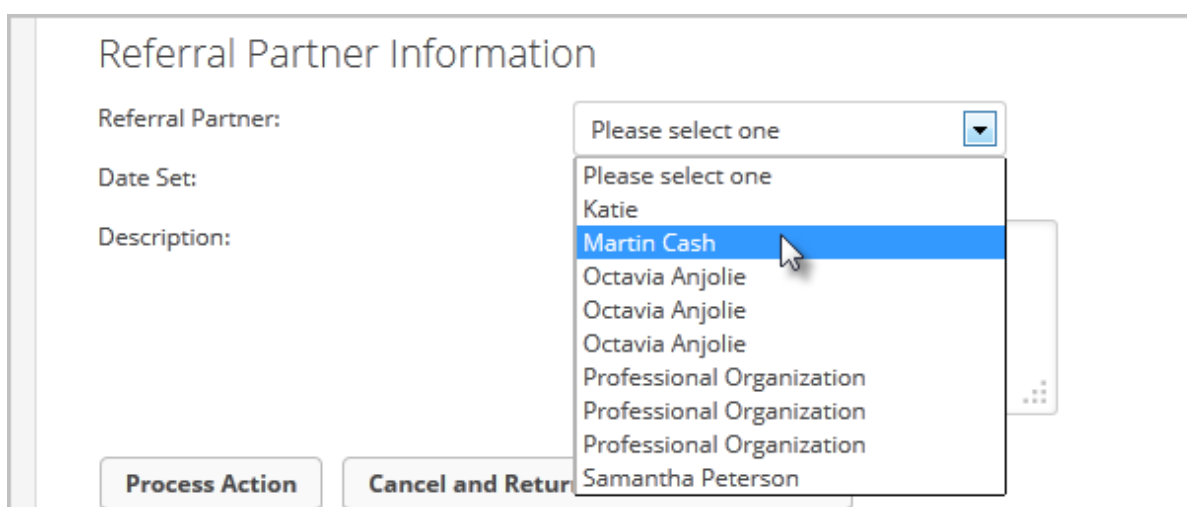# Assign A Referral Partner To Multiple Contacts ⚭

You can batch create referral partner referrals for an entire list of people. You may need to do this after importing a list of leads after a partner's event, webinar, or other joint marketing effort.

1. Go to **CRM > Contacts** in the main navigation menu.

2. Search for the contacts that you want to assign the referral partner to.

3. Click on the **Actions** drop-down and select the **Create Referral Partner Referral** option from the drop-down.

4. Select a Referral Partner from the drop-down.

5. Enter a Date and Description.

6. Click on the **Process Action** button to create the referrals.